

**Forest Knoll
Homeowner Association Board Meeting
June 12, 2014, 5:00 p.m. Paramark**

Members Present: Carol Fitzgerald, Robin Erickson

Management Present: Mike Busch

Members Absent; Todd Pruisman

1. Financials
 - A. The financials were reviewed and approved

2. Old Business
 - A. New Homeowner Letter – Carol will send the letter to Mike who will make any last minute changes and then send on to all homeowners. In the future it will be sent to new homeowners who purchase a home on our property.
 - B. Spring Letter – The spring letter was reviewed and these additions were made:
 - Another request for all emails from homeowners
 - Information about our Facebook page
 - A reminder not to cut corners and drive on the grassy edges of driveways. Mike will send this letter out to all homeowners ASAP.
 - C. FHA Loan Compliance – This is in process
 - D. Update on Insurance Claim/Pipe Break – This winter a pipe burst and caused water damage to two units. The Association’s insurance company has paid the claims, but the homeowner whose unit is adjacent to where the pipe burst is challenging the amount paid to her. She has chosen to take the Association to small claims court over the matter. Our insurance company will represent us in this matter. We will have an update at our next meeting.

3. New Business
 - A. Spring Walk-Through- Notes from the walk-through were reviewed and these decisions were made:
 - Mike will get a bid on repairing the driveways where the asphalt is pulling away from the garage concrete. The board will then decide how many to repair this year and set up a cycle to repair those with issues in a timely manner.
 - Jack will paint the door trim and sills where needed.
 - Early next spring the slough areas on both sides of the property will be cleared as required by the City of Rochester.
 - Grass and shrubs will be replaced after the pre-emergent on the laws is no longer an issue for grass germination. Homeowners will be billed for grass and shrub damage above normal wear and tear.
 - B. Shrub Trimming –Currently Hawkeye Lawn Services trims the shrubs in addition to the lawn work. Mike will get a bid from Family Tree and Sargent’s for the shrub service in the future.
 - C. Waste Management – Mike will check with Waste Management about how they want to handle requests for different sized recycling/garbage bins. Mike will then send an email to homeowners telling them how to request a change.
 - D. Two Open Board Positions – Possible names were discussed for the open positions. Carol will email these homeowners to see if they might be interested in an appointed position at this time.
 - E. Meeting dates for the rest of the summer were discussed and Carol will get back to us when new dates are confirmed.

4. There were no concerns at this time from Paramark or Homeowners.